



## REGIONAL SERVICES CENTER OVERVIEW

U.S. Agency for International Development

Szabadság tér 7-9, Bank Center

1944 Budapest, Hungary

**Main Telephone: 361-475-4422**

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Located in Budapest, Hungary, USAID/RSC is regional service provider, responsible for procurement, legal, financial, administrative and training support for up to 17 clients in three bureaus. In addition, in July 2002, 17 activities were transferred from the E&E bureau in Washington to the RSC for field management. With this transfer, the RSC also assumed responsibility for regional program coordination and management.

The annual budget for USAID's programs in Central and Eastern Europe is over \$350 million, counting SEED and ESF resources, but excluding

disaster assistance. Currently, RSC serves eight active medium-sized to large programs in Southeastern Europe (Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Macedonia, Romania, Kosovo and Serbia and Montenegro) as well as Cyprus. RSC also supports USAID Bureau for Policy and Program Coordination's overseas offices in the US Mission to the European Union (Brussels) and in the US Mission in Geneva. RSC is still closing out activities in "northern tier" Central European countries which have "graduated". The RSC also provides financial services for the Regional Inspector General's office in Frankfurt, Germany.

**The Office of the Regional Director** has overall responsibility for planning, direction, and management of all USAID RSC operations, through six offices. The Regional Director keeps in touch with USAID Mission Directors managing bilateral programs to ensure the delivery of timely and effective services, and to organize appraisal committees for employee performance reports from smaller Missions. The Office also manages the regional training program which organizes an average of 18 courses per year for up to 500 USAID staff.

**The Regional Legal Advisor** and a USPSC lawyer provide a wide range of legal services and advice to Cyprus, the 8 SEE Missions, RSC, USAID offices in Brussels and Geneva, transition and disaster assistance organizations, and the Regional Inspector General's Office. Guidance is provided on U.S. foreign assistance legislation, USAID program operations, USAID policies and regulations, and ethics and standards of conduct issues.

**The Regional Contracting Office (RCO)** provides acquisition and assistance (A&A) services for program activities and personnel in the 8 SEE Missions, RSC Regional Program Office, Cyprus, Brussels and Geneva. With 17 staff, the RCO provides the full range of A&A support to

client Missions and is primarily responsible for each phase of the A&A cycle including pre-award, award, administration and close-out.

Current Active Awards: approximately 250 totaling \$1.3 billion

Current Award Close-out actions: approximately 265 with estimated value \$1 billion

**The Regional Financial Management Center (RFMC)** is the official accounting station, which includes accounting, budgeting, payroll, payment, financial analysis and financial management services, for USAID activities of the EE, RIG & PPC Bureaus in 8 SEE Missions, Cyprus, Germany, Belgium, and Switzerland. Twenty-six staff maintain the accounting and financial reporting systems for the region, ensuring that financial activities are conducted in accordance with US Government laws and regulations and providing USAID programs with timely and accurate financial information vital to effective program management. The office provides advice and assistance to USAID programs with respect to audit matters emanating from the Office of Inspector General, the General Accounting Office, and other groups auditing or inspecting USAID financed activities in the region.

Accounting Transactions: 80,000 per year

Payment Transactions: 7,000 per year

Annual Program Budget Responsibility: \$350 million

Annual O.E. Budget Responsibility: \$25 million

**The Executive Office (EXO)** is responsible for administrative management activities for RSC. Eleven EXO staff provide administrative services and logistic support for program operations through direct staff services, indirect commercial and Embassy ICASS services. The Executive Officer also supervises regional management support (RMSO).

**The Regional Management Support Office (RMSO)** provides management assistance to 17 Missions in the region and offices in Brussels and Geneva. Technical assistance, training, consulting, and EXO operations backup are provided through this office. Upon request from client Missions, RMSO also conducts management assessments of Executive Office operations and recommends courses of action to correct deficiencies identified.

**The Regional Program Office (RPO)** has a regional management team responsible for regional projects. Currently, RSC manages 11 activities supporting regional cooperation and reconciliation, local governance and civil society strengthening, and social services. The team is located in Budapest, Skopje, and Sarajevo. This networked management reinforces RSC commitment to complement bilateral mission objectives. In July 2002, 17 activities were transferred from the Europe and Eurasia Bureau. Since then, five “northern tier” regional activities supporting civil society strengthening, mediation, and the Hungarian American Partnership Initiative (HAPI) have wrapped up successfully. The Balkan youth activity ended August 31, 2005. Two new Stability Pact projects were designed in 2003 and are being implemented with State Department transferred funds. A brief description of the activities follows.

#### **Description of RSC program:**

[http://www.usaid.gov/locations/europe\\_eurasia/countries/rsc/](http://www.usaid.gov/locations/europe_eurasia/countries/rsc/)

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USAID's Regional Services Center (RSC) located in Budapest, Hungary, plays an indispensable role in the successful operations of over \$350 million in annual new funding for programs in Europe and Eurasia. The overall goal for United States Government assistance in this region is peace, stability, integration into Europe, and the emergence of market-oriented democracies that support the fight against global terrorism.

Since September 2002, the RSC has also been responsible for regional activities that represent \$37 million in funding. These activities currently focus on four areas of regional cross-border relevance: Regional Cooperation and Reconciliation, Local Government Reform, NGO and Civil Society Strengthening, and Social Services. Lessons learned from USAID graduate countries in Eastern Europe have demonstrated that these issues endure even after other goals of the post-communist transition have been attained. A decentralized management structure reinforces RSC's commitment to complement programs of bilateral missions and improve collaboration between USAID partners and donor coordination in the field.

## ACTIVITY DESCRIPTION BY PROGRAM CLUSTER

### MAP CODE:



former socialist countries

countries who participated or are participating in regional project now with non-USAID funds

countries participating in USAID regional project

### REGIONAL COOPERATION AND RECONCILIATION

#### Implementing Partners






Headquarters in Serbia. Participants: Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Kosovo, Macedonia, Romania, Serbia and Montenegro

End date: 2013

**Balkan Trust for Democracy:** With the contribution of €10 million, USAID is one of the founding contributors to a \$27 million endowment for small grants to local entities to promote democracy and good governance in Southeast Europe. This unique public-private partnership with the GMF and the Charles S. Mott Foundation, is growing with new contributions from the Royal Netherlands Embassy in Belgrade, the Greek government, Rockefeller Brothers Foundation and the Swedish Development Agency. Through its grant-making activities, the Trust supports community development, policy changes, reconciliation initiatives, and region-wide efforts to build networks that improve regional cooperation and stability.


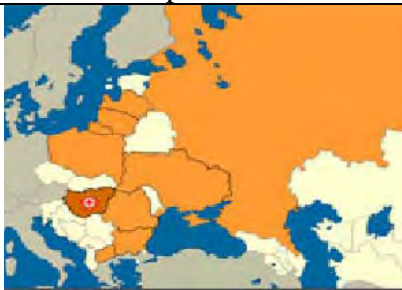
<http://www.gmfus.org>

German Marshall Fund of the United States (GMF)

 <p>Headquarters in Macedonia. Participants: Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Kosovo, Moldova, Romania, and Serbia and Montenegro</p> <p>End date: August 2005.</p>	<p><b>Youth:</b> Through the International Youth Foundation, USAID contributed \$3 million to the development of the Balkan Children and Youth Foundation (BCYF) over 3 years. The BCYF strengthened the capacity of nongovernmental organizations who serve youth through sub-grants, technical assistance, exchange programs, and annual youth forums. As part of the BCYF's development, its board and partners modified its focus to promote economic and social engagement of youth. New business entrepreneurship activities are underway in Albania and Bulgaria. Grants focused on improving young people's skills, values, and attitudes. Examples of programs include strengthening the activities of NGOs in conflict resolution and intercultural understanding; and in preparing teenagers for wage and self-employment and ethical business practices. For more information on IYF and BCYF and their programs, go to <a href="http://www.iyfnet.org">http://www.iyfnet.org</a> or to <a href="http://www.balkanyouth.org">http://www.balkanyouth.org</a></p>	<p>International Youth Foundation, Balkan Children and Youth Foundation</p>
 <p>Headquarters in Greece. Participants: Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Kosovo, Macedonia, Romania, and Serbia and Montenegro</p> <p>End date: December 2005.</p>	<p><b>History and Reconciliation in Southeastern Europe:</b> The CDRSEE, based in Thessaloniki,, Greece and registered in the Netherlands, is implementing activities to improve cross-border and inter-ethnic relations in the Balkans. To promote mutual understanding in the region, modern history materials were created to supplement existing texts used by school teachers in 8 Balkan countries. Four workbooks were developed by a committee of scholars and history teachers from throughout Balkans. These history workbooks are published in English and will be translated and published in Serbian. In cooperation with European Commission and USAID, CDRSEE is also implementing a lustration project that aims to increase access to state archives by enhancing lustration legislation and practice. CDRSEE is also working with youth on reconciling for the future through internet and workshops to develop a cross-border activity.</p> <p><a href="http://www.cdsee.org">http://www.cdsee.org</a></p>	<p>Center for Democracy and Reconciliation in SEE (CDRSEE)</p>
 <p>Headquarters in San Francisco.</p>	<p><b>Roma Integration Program (RSP):</b> This \$2.8 million, 4-year regional program in the Czech Republic, Hungary, and Slovakia aims to expand access to services and leadership opportunities for Roma at the community level and to contribute to a change in perception of Roma through public awareness programs to counter discrimination. The program also aims to produce models of integration that can be replicated in communities within the 3 countries with possible implementation in other countries with Roma populations and USAID Missions.</p>	<p>Partners for Democratic Change (PDC)</p>



<p>Partners for Democratic Change. Participants: Czech Republic, Hungary and Slovakia.</p> <p>End date: May 2007.</p>	<p>The project also supports national roundtables with policymakers on specific issues to address discrimination. <a href="http://www.partnersglobal.org">http://www.partnersglobal.org</a></p>	
 <p>Headquarters in Macedonia. Participants: Bosnia and Herzegovina, Croatia, Kosovo, Macedonia, and Serbia and Montenegro.</p> <p>End date: December 2006.</p>	<p><b>Stability Pact Working Table I: Strengthening Local Government (Cross-Border Cooperation and Reconciliation – CBCR):</b> CBCR is a \$1.5 million three-year program (\$1.18 million through USAID from the Department of State and \$336.5 thousand in cost-share from Catholic Relief Services) that advances inter-ethnic reconciliation and local democracy in targeted border areas of Southeastern Europe. In each of the pilot pairs of communities, Catholic Relief Services funds projects that are implemented jointly by a multi-ethnic cross-border committee consisting of civil society, business and local government actors from both sides of the border. In addition to managing these sub grants, CRS supports the projects with mentoring to ensure success in coping with the challenges of renewing cooperation for the first time since the hostilities of the last decade. <a href="http://www.catholicrelief.org">www.catholicrelief.org</a></p>	<p>Catholic Relief Services</p>
 <p>Headquarters in Bosnia and Herzegovina. Participants: Albania, Croatia, Kosovo, Macedonia, Romania, and Serbia and Montenegro with linkages to Moldova.</p> <p>End date: December 2006.</p>	<p><b>Stability Pact Working Table III: (Support for Stability Pact Anti-Corruption Initiative (SPAI): Regional Secretariat Liaison Office (RSLO):</b> SPAI's aim is to foster more effective implementation of anti-corruption reforms. Devoted solely to anti-corruption, SPAI's RSLO has a mandate to be a center of excellence for anti-corruption in Southeastern Europe. It also serves as a clearinghouse of information on anticorruption legislation, best practices, ongoing and potential projects and experts. From its regional base in Sarajevo, RSLO also coordinates training, public-awareness campaigns and regional meetings for SPAI partners. Through a 3-year, \$1.3 million award, ABA/CEELI provides technical and financial assistance to the RSLO during its early operational phase. <a href="http://www.abanet.org/ceeli/home.html">www.abanet.org/ceeli/home.html</a> and <a href="http://www.spai-rslo.org">www.spai-rslo.org</a></p>	<p>American Bar Association/ Central European and Eurasian Law Initiative</p>

LOCAL GOVERNMENT REFORM		Implementing Partners
 <p>Headquarters in Hungary. Participants: most countries in South-eastern Europe, Caucasus, and Central Asia have participated in policy forums.</p> <p>End date: September 2006.</p>	<p><b>Fiscal Decentralization Initiative (FDI):</b> The Fiscal Decentralization Initiative (FDI) is a regional demand-driven undertaking involving a consortium of donors (World Bank, OECD, UNDP, USAID, OSI/LGI, and Council of Europe). FDI does policy analysis and organizes forums in Southeastern Europe that facilitate the transfer of regional experience and best practices in implementing fiscal decentralization, at the same time building a dialogue between national and local governments and NGOs. In the Caucuses and Central Asia, FDI forums build on the experiences of CEE and SEE to raise policy awareness and build capacity for successful decentralization.</p> <p><a href="http://www.lgi.osi.hu/fdi">http://www.lgi.osi.hu/fdi</a> or <a href="http://www.decentralization.org">http://www.decentralization.org</a></p>	OSI/ Budapest Local Government and Public Service Reform Initiative
 <p>Headquarters in Hungary. Participants: Bulgaria, Hungary Latvia, Lithuania, Macedonia, Poland, Romania, Russia, Serbia, Ukraine.</p> <p>End date: September 2006.</p>	<p><b>Local Government Information Network (LOGIN):</b> The LOGIN Network, jointly sponsored and supported by USAID, UNDP, OSI, World Bank and Council of Europe, is an internet-based clearinghouse for local government information. Partnering with an anchor organization in each country in its network, LOGIN disseminates information from a database of 8000 documents in nine languages organized in 33 topic areas. Through its database, training and ongoing assistance of the regional office in Budapest and the local network anchors, LOGIN promotes the professional development of local government officials and staff throughout the region. The LOGIN network includes the countries listed and more countries will be coming on line soon.</p> <p><a href="http://www.logincee.org">http://www.logincee.org</a></p>	OSI/ Budapest

**Implementing  
Partners**

**NGO AND CIVIL SOCIETY STRENGTHENING**



Headquarters in Romania with support from Bosnia and Herzegovina.  
Participants: Albania, Bulgaria, Croatia, Kosovo, Macedonia, and Serbia and Montenegro

End date: May 2006

**Labor Union Education Network:** This program promotes multi-national cooperation among Balkan labor activists by bringing together leaders and staff of unions for a series of roundtables, follow-up consultations, and leadership exchanges. Major Western European labor unions as well as international labor organizations are involved, with the aim of promoting integration of Balkan unions into the greater European and world labor community. This program increases knowledge of unions about privatization and economic and political decision making.

[www.seelabored.org](http://www.seelabored.org)

American Center for International Labor Solidarity ACILS

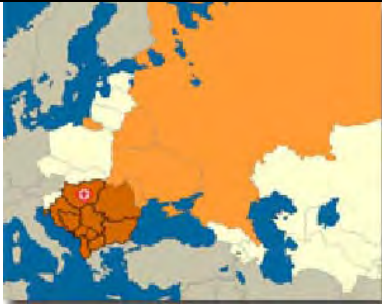



Headquarters in Hungary.  
Participants: Bosnia & Herzegovina, Bulgaria, Croatia, and Serbia with lessons learned shared with all NIS, CEE and non-presence countries.

End date: December 2006.

**NGO Legal Reform:** Since 1994, the NGO Legal Reform Initiative has worked to develop an enabling legal environment that promotes sustainability of the NGO sector in Central and Eastern Europe. A favorable legal and regulatory environment is critical to the sustainability of the NGO sector, which in turn provides an institutionalized means for citizens to participate in political and economic decision-making. ICNL's current focus is on NGO registration laws, tax reform and financial viability, NGO public image, and NGO/government partnerships. Several USAID missions in the region (Bosnia, Bulgaria, Croatia, and Serbia) contribute mission funds to the regional cooperative agreement allowing ICNL to work on the most important legislative drafting, implementation and capacity-building issues within a given country. Regionally funded activities encourage the sharing of lessons learned amongst all countries in Eastern Europe and Eurasia, including non-presence countries. The project also supports a regional educational initiative to introduce NGO law into legal studies curricula. An extensive electronic library on NGO law is also maintained. In addition, ICNL recently announced the registration of its regional European affiliate - the European Center for Not-for-Profit Law (ECNL) -- a true USAID legacy. ECNL will carry forward ICNL's

International Center for Not-For-Profit Law (ICNL)

	<p>mission of promoting a supportive legal environment for civil society, with a continuing focus on Central and Eastern Europe.</p> <p><a href="http://www.icnl.org">http://www.icnl.org</a></p>	
 <p>Headquarters in Hungary. Participants: Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Kosovo, Macedonia, Romania, Serbia and Montenegro with linkages to Belarus, Moldova, Russia and Ukraine.</p> <p>End date: September 2006.</p>	<p><b>Regional NGO Networking:</b> While many countries of Central and Eastern Europe are beginning to enjoy the fruits of a long struggle with post-Communist transition, reform has yet to take hold in other corners of the region. Stability in the Visegrád group and the Baltic States continues to attract foreign investment and encourage steady economic growth. The Czech Republic, Hungary and Poland have taken their seats on the North Atlantic Council and the promise of further NATO and EU enlargement offers the genuine prospect of European integration to many more. Meanwhile, in many of the other countries particularly in Southeast Europe, government corruption continues to undermine the rule of law, the democratic process is far from fair, and the slow progress of state building continues to threaten regional stability. To overcome this mixed picture of change, Freedom House's Regional Networking Project (RNP) supports cross-border collaboration and joint projects between Central and Eastern European NGOs. RNP operates on the premise that transitional progress in the region must come from within the former Communist countries themselves, particularly among non-governmental civic and policy actors. Through direct financial assistance, regional exchanges and other focused training initiatives targeted at civic activist organizations and policy-oriented think tanks, RNP encourages NGO-led initiatives that join civic activism and policy advocacy efforts across borders.</p> <p><a href="http://www.freedomhouse.org">http://www.freedomhouse.org</a></p>	Freedom House
 <p>Headquarters in Hungary. Participants: Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Macedonia, Romania, Russia, Serbia and Montenegro, Slovakia,</p>	<p><b>Hungarian-American Partnership Initiative (HAPI):</b> HAPI is recently completed regional training activity which has provided opportunities for over 600 individuals from throughout the E&amp;E region to learn from Hungary's successful transition to a market economy and a democratic society. This activity has involved the Hungarian government in the implementation process with the express purpose of jump-starting a Hungarian assistance program which will contribute to the stability and development of the region, with priority devoted to the Stability Pact member states. <a href="http://www.hapi.hu">http://www.hapi.hu</a></p> <p>The USAID's final contribution to HAPI provided support through March 31, 2005 for programs that shared information on the European Union accession process with new candidate countries. HAPI's implementor, FDDR,</p>	Foundation for Development of Democratic Rights



Ukraine and in Central Asia: Armenia, Georgia, Kazakhstan, Kyrgyzstan and Tajikistan.	continues to work with the Hungarian government on assistance development. <a href="http://www.demnet.org.hu">http://www.demnet.org.hu</a>	
End date: March, 2005		
SOCIAL SERVICES		Implementing Partners
Headquarters in Romania. Participating countries: Romania, Moldova plus one additional country in Southeastern Europe.	<b>Networking for Mobility:</b> This activity aims to create a regional solution to the overwhelming need for affordable wheelchairs and to promote the improvement of the quality of life and integration of the disabled in Southeastern Europe. Building on its 10 years of experience in Romania, Motivation Romania Foundation will establish a wheelchair production, distribution, and training network through which low-cost and efficient wheelchairs can be distributed in Southeastern Europe. MRF will consolidate and expand its services within Romania through the construction of a small-scale production facility that will increase both the quality and quantity of its production and expand its model to Moldova and one additional country in Southeastern Europe. In addition to enhancing access to wheelchairs customized for mobility and independence in the region, MRF seeks to facilitate the integration of the wheelchair users in their communities through education, peer group training, advocacy, and networking. <a href="http://www.motivation.ro">www.motivation.ro</a>	Motivation Romania Foundation
End date: September 2007.		

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